

## MINUTES

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### EXECUTIVE COMMITTEE

Thursday, November 19, 2020

2:00 p.m.

Meeting Occurred Virtually via Video and Telephone Conference

Present:

Excused:

Committee Members:

Charles L. Colman, Chairman  
Michael A. Crowley  
Jonathan Delagrave  
James T. Dwyer  
Aloysius Nelson  
Robert Pitts  
Daniel S. Schmidt  
David L. Stroik  
Gustav W. Wirth, Jr.

Donna Brown-Martin

Alternate:

Thomas H. Buestrin

Staff:

Kevin J. Muhs	Executive Director
Benjamin R. McKay	Deputy Director
Elizabeth A. Larsen	Director of Administration

#### ROLL CALL

Chairman Colman called the meeting to order at 2:00 p.m. Roll call was taken and a quorum was declared present.

#### APPROVAL OF MINUTES OF OCTOBER 22, 2020, MEETING

Chairman Colman asked if there were any changes or additions to the October 22, 2020, meeting minutes. There were none.

On a motion by Mr. Nelson, seconded by Mr. Wirth, and carried unanimously, the minutes of the Executive Committee meeting held on October 22, 2020, were approved as published.

#### ADMINISTRATIVE COMMITTEE REPORT

Chairman Colman reported that the Administrative Committee, at its meeting held just before this Executive Committee meeting, had taken the following actions.

1. Reviewed and approved disbursements for financial periods: Year 2020, Nos. 21 and 22 – September 28, 2020, to October 25, 2020.
2. Reviewed and approved the Statement of Projected Revenue and Expenditures for the period ending October 25, 2020.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Stroik, and carried unanimously, the Administrative Committee report was approved.

### **CONSIDERATION OF CONTRACTS**

Chairman Colman asked Ms. Larsen to review the proposed contracts, noting that prior to the meeting, Committee members had received a report with a table listing two contracts. Ms. Larsen then briefly reviewed the contract with the Committee.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Crowley, and carried unanimously, the contract report was accepted and the report was placed on file (copy of report attached to Official Minutes).

### **WORK PROGRAM REPORTS**

Chairman Colman requested that Mr. Muhs review the Work Program Progress Report. Mr. Muhs reviewed the report and noted that the report identifies key regional and selected community and county assistance efforts (copy of report attached to Official Minutes).

### **CONSIDERATION OF APPROVAL OF THE 2021 OVERALL WORK PROGRAM**

Chairman Colman asked the Committee consider adoption of Resolution No. 2020-11, which is the 2021 Commission Overall Work Program (OWP).

Ms. Larsen explained that the OWP outlines the Commission's work, by program area and by project, that is expected to be conducted by the staff in 2021. The OWP is consistent with the 2021 budget adopted by the Commission in June.

There being no questions or comments, on a motion by Mr. Nelson to approve Resolution No. 2020-11, seconded by Mr. Dwyer, and carried by a vote of 10 ayes and 0 nays, Resolution No. 2020-11 was approved (copy of Resolution 2020-11 attached to Official Minutes).

### **CONSIDERATION OF AN ADVISORY COMMITTEE TO GUIDE A REGIONAL FOOD SYSTEM PLANNING EFFORT**

Chairman Colman asked the Committee to consider the formation of an Advisory Committee to guide the Regional Food System Planning effort.

Mr. McKay explained that developing a Regional Food System Plan would help to implement a related recommendation set forth in VISION 2050.

Mr. McKay then noted that at its October meeting this Committee directed the Planning and Research Committee to consider and make a recommendation regarding the potential make-up of the Advisory Committee for the Regional Food System Plan. The Planning and Research Committee, at its November

10, 2020, meeting, considered the make-up of the Regional Food System Plan Advisory Committee and moved to recommend the Advisory Committee make-up to the Commission Executive Committee. It is anticipated that at this meeting today, the Commission Executive Committee will approve the formation of the Regional Food System Plan Advisory Committee. Mr. McKay also noted that the Commission's Environmental Justice Task Force reviewed the potential committee make-up at its October meeting.

Mr. McKay then reviewed the recommended Regional Food System Plan Advisory Committee make-up, including emphasizing changes made by staff based on comments received from the Environmental Justice Task Force and the Planning and Research Committee.

In response to an inquiry by Mr. Colman, Mr. McKay stated that the Ozaukee Washington Land Trust does own agricultural land and has conservation easements on agricultural land.

In response to an inquiry by Mr. Buestrin concerning funding for this project, Mr. McKay stated the Commission is not receiving special funding for this project, rather it will be covered under the Commission's Land Use and Transportation planning program, which is funded by approximately 85 percent of Federal and State funds. The budget for the effort is estimated to approximate \$220,000, and the plan is anticipated to take two years to complete.

On a motion by Mr. Dwyer, seconded by Mr. Stroik, and carried unanimously, the Executive Committee approved the formation of the Advisory Committee to guide the development of a Regional Food System Plan.

#### **CONSIDERATION OF AMENDMENT TO THE TRANSPORTATION IMPROVEMENT PROGRAM, (TIP), (Resolution No. 2020-13)**

Chairman Colman asked the Commission to consider adoption of Resolution No. 2020-13, amending the 2019-2022 Regional Transportation Improvement Program (TIP). He noted that these materials were provided prior to this meeting.

Mr. Muhs presented Resolution 2020-13, amending the 2019-2022 Regional Transportation Improvement Program (TIP). He indicated there are four existing projects and one new project to be amended into the TIP. He stated that the addition of these projects to the TIP was approved by the Commission's Advisory Committee on Transportation System Planning and Programming for the Milwaukee Urbanized Area.

There being no questions or comments, on a motion by Mr. Crowley to approve Resolution 2020-13, seconded by Mr. Schmidt, and carried by a vote of 10 ayes and 0 nays, Resolution 2020-13 was approved (copy of Resolution 2020-13 attached to Official Minutes).

#### **DISCUSSION AND CONSIDERATION OF PROPOSED SCHOLARSHIP INITIATIVE WITH THE UNIVERSITY OF WISCONSIN - MILWAUKEE**

Chairman Colman asked Mr. Muhs to brief the Committee on the proposed scholarship initiative with the University of Wisconsin-Milwaukee.

Mr. Muhs recalled that at the July Executive Committee meeting, within the context of the memorandum on short-term initiatives presented at that meeting, he had expressed to the Committee some adjustments and new efforts that could improve the Commission's ability to attract and retain staff. He stated that the revision and update of the Commission Personnel Regulations were part of that effort. The scholarship

proposal presented at this Committee meeting is a related item and was included in the short-term initiatives Mr. Muhs had previously discussed with the Committee. This scholarship program is expanding on the Commission's internship program that is already in place.

Mr. Muhs stated that the University of Wisconsin-Milwaukee was selected as the first partner for the proposed Commission scholarship program because it is the only school within the Region that has a master's degree program in Urban Planning. He went on to state that individuals with a planning degree can work in the most divisions within the Commission. He also stated it is expected that the student would participate in the Commission's internship program and work at the Commission during summers and school breaks.

Mr. Muhs noted that he is looking for feedback regarding the implementation of a scholarship program.

A discussion regarding the scholarship program ensued.

### **CORRESPONDENCE AND ANNOUNCEMENTS**

Chairman Colman asked if there were any correspondence or announcements. Mr. Muhs stated there was no correspondence. Mr. Dwyer noted that the Nominating Committee had met just prior to this meeting to select Commission officers for the two-year term of 2021 through 2022. Mr. Dwyer announced that the officers that will be submitted by the Nominating Committee to the Commission for its consideration at its December Quarterly Meeting are: Chairman, Charles L. Colman; Vice-Chairman, Michael Crowley; Treasurer, David L. Stroik; Secretary, Gustav W. Wirth, Jr.

### **ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 2:36 p.m. on a motion by Mr. Wirth, seconded by Mr. Schmidt, and carried unanimously.

Respectfully submitted,

Kevin J. Muhs  
Deputy Secretary